



DOMINGUES E PINHO

CONTADORES

*Beyond the basics, the conventional.
Beyond the numbers, the expectation.
Beyond the routine, we are driven by challenges.*

This is the DPC style.
Together going beyond.

ABOUT DPC

Founded in 1984, Domingues e Pinho Contadores is a reference in **accounting outsourcing** and **business management** in Brazil. With **full-service** performance and **personalized approach**, we go beyond the common place, designing and proposing complete and differentiated solutions for each stage of the client's business.

Whether in day-to-day operations or at strategic turning points, **our purpose is to go further with clients, in all challenging moments.**



TOGETHER GOING BEYOND

Unauthorized reproduction.



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Total compromise
Our commitment is to the client.

FULL SERVICE IN BUSINESS MANAGEMENT



Detailed services are available at
the end of this presentation

BUSINESS SECTORS

Sector expertise and strong performance in the following areas:



over
600 CLIENTS

60%
MULTINATIONALS

CREDENTIALS

Strong knowledge of the Brazilian tax legislation and sector characteristics, acting with national and international partnerships, allows us to advise our clients, both in Brazil and abroad.

In addition to Brazilian companies, DPC has multinationals of various nationalities in its client portfolio. Focusing on knowledge exchange, we are members of the following entities:



ASSOCIADO
AMCHAM BRASIL



Operating in the main cities in Brazil:

Offices: Rio de Janeiro, São Paulo and Macaé.



DPC is a founding member of GBrasil – Grupo Brasil de Empresas de Contabilidade, a group that acts nationwide in an integrated manner. It has 36 Accounting companies members in the main Brazilian cities.

DPC'S BOARD OF DIRECTORS AND TEAM



11 directors
37 managers
532 employees

580 partners
and employees



Manuel Domingues
President



Raquel Pinho
Vice-President



Luciana Uchôa
Accounting
Director
RJ



Glória Cunha
Accounting
Director
RJ



Marluci Azevedo
Accounting
Director
RJ



Adriana Costa
Tax
Director
RJ



Marcelo Lima
Labour
Director
RJ and SP



Marcelo Gomez
Financial and
Operations
Director
RJ and SP



Luiz Flávio Cordeiro
New Business
Director
SP



Rita Araujo
Accounting
Tax
Director
SP



Sônia Romeiro
Talent
Director
RJ and SP

WHY IS DPC
DIFFERENT?



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WHY IS DPC DIFFERENT?

+ closer to client

In addition to our operation team, we also rely on the Customer Care department support to recognize client's challenges, proposing solutions to each situation. All of this is designed to cause positive impact, creating the best experience to the client.

WHY IS DPC DIFFERENT?

+customer centric

A solid structure with all areas working together across the board to provide high value solutions to the client.



WHY IS DPC DIFFERENT?

OUTSTANDING TALENTS

Knowledge + View of your business + DPC Culture

“

We chose DPC for being a **reference** in the business accounting market and for serving other large clients. This partnership have been lasting over a decade. **The team that supports us is very close**, knows our particularities and is **continuously searching for improvement**.

”

VEIRANO ADVOGADOS

+educating

With a remarkable training and education program, DPC is recognized as a school company in the accounting market. The **DPC CULTURE** is even stronger, founded with sturdy foundations of **ethics, quality and results**.

WHY IS DPC DIFFERENT?

- ✓ 24/7 access to information through Client's Portal
- ✓ Strict access control
- ✓ Data encryption
- ✓ Cloud hosting in leading global data centers
- ✓ Know-how in different ERP's (SAP, Oracle, TOTVS, MXM, Senior, among others)
- ✓ RPA: Repetitive task automation
- ✓ Systems for auditing prior to compliance with the obligations

+technological

advanced infrastructure with agile and intuitive systems that optimize processes and ease client's daily routine, ensuring increased efficiency and information security.

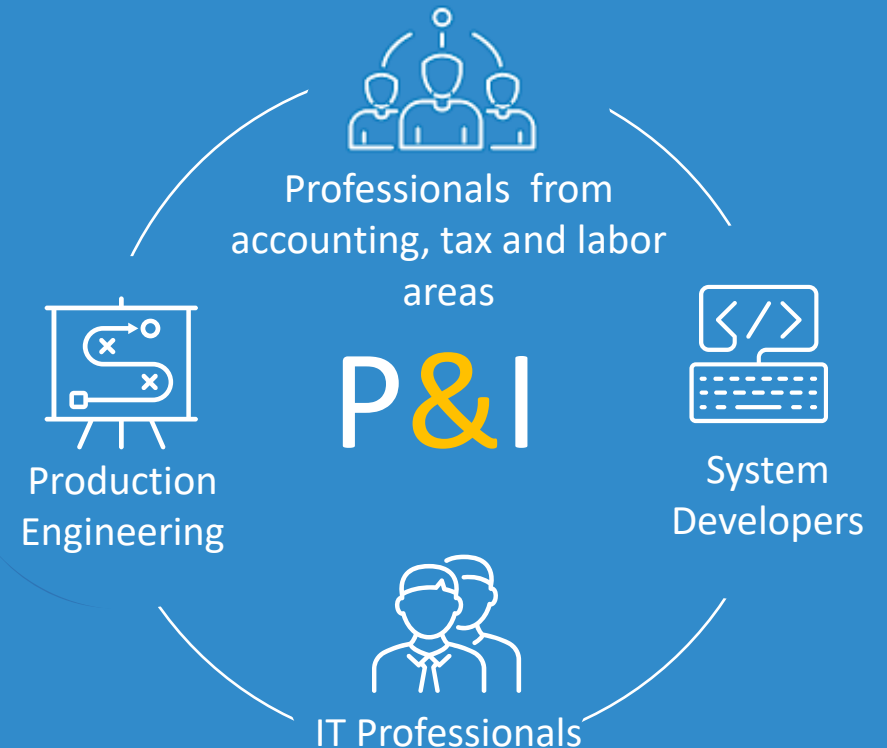
DPC + digital

WHY IS DPC DIFFERENT?

+innovative

developing its own systems, tools to optimize processes and customized projects to bring light, simple and innovative solutions to clients.

The **Products & Innovation** area, with a multidisciplinary team, assists clients in their systemic and technological challenges, such as: deployment of accounting, tax and personnel management systems, preparation of automated spreadsheets and process mapping.



WHY IS DPC DIFFERENT?



We understand and we design special solutions for each of our client's moments.





+ flexible

tailored to the demands, strategies and expectations of each client



+ plural

with multidisciplinary and diverse teams, we encourage the exchange of experiences and ideas, thinking outside the box and making a difference.

AND DPC IS ALSO DIFFERENT BECAUSE IT IS



+ proactive

from a preventive action, indicating the best practices to the client, mitigating risks and identifying opportunities.



+ supportive

Through DPC Transforma, a socio-environmental responsibility program, we transform the lives of thousands of people by supporting several social and cultural projects.

*Blending
highly skilled
professionals,
technology
and consulting
to go beyond together.*



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Practice and Knowledge

SCOPE OF SERVICES



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SCOPE OF SERVICES

Accounting

- ✓ Accounting bookkeeping, analysis and accounts reconciliation
- ✓ Monthly trial balances and annual financial statements
- ✓ Preparation of ancillary obligations
- ✓ Tailored management reports

Tax

- ✓ Validation of tax documents accuracy
- ✓ Classification and bookkeeping of operations in accordance with current legislation
- ✓ Calculation of direct taxes
- ✓ Calculation of operational taxes and issuance of their payment slips (IPI, PIS, COFINS, ICMS and ISS)
- ✓ Preparation of ancillary obligations
- ✓ Application for tax offsetting/return

Payroll Department

- ✓ Maintenance of employees' records
- ✓ Preparation of payrolls
- ✓ Preparation of vacation receipts and employment relationship agreements
- ✓ Calculation of social security taxes and fees
- ✓ Preparation of obligations and provision of monthly and annual information to agencies (eSocial, RAIS)
- ✓ Preparation of freelancer's payroll, christmas Bonus and profits sharing
- ✓ Portal RH/Meu RH tool: access to personnel data, paychecks and income reports
- ✓ Benefits management

Finance Services

- ✓ Management of accounts payable and receivable
- ✓ Assistance in foreign currency transactions
- ✓ Assistance in investing activities
- ✓ Opening of bank accounts
- ✓ Cash flow reports
- ✓ Accounts reconciliation reports

SCOPE OF SERVICES

Consulting

- ✓ Consulting on strategic planning
- ✓ Preparation of annual tax planning
- ✓ Tax structuring for new operations
- ✓ Pricing study for appropriate service rendering or goods sales
- ✓ Tax review concerning tax calculation and compliance with ancillary obligations, amending them, if required
- ✓ Identification of recoverable tax upon deployment of recovery and/or refund processing
- ✓ Tax recovery and/or refund process
- ✓ Assistance in procedures for tax installment payment
- ✓ Special tax regime preparation and protocol
- ✓ Preparation and protocol of formal tax consultations before tax authorities
- ✓ In-company training

Labor and Social Security Consulting

- ✓ Preventive and corrective work
- ✓ Preparation of domestic workers' eSocial (public administration electronic system)
- ✓ Preparation of the code of conduct and ethics in accordance with the company and legal policies
- ✓ Analysis for the recovery of social security tax credit, by amending ancillary statements
- ✓ Attendance of labor and social security inspections with face-to-face support at regulatory agencies, such as the current Superintendence of Labor - Ministry of Economy and Federal Revenue Office, or through e-CAC (online system for taxpayers)
- ✓ Representation in labor claims in all Brazilian states
- ✓ Execution of internal ratifications, at Unions and Conduct employment relationship agreements approval processes, in-company, at Unions and at the Ministry of Labor using the online system homologonet
- ✓ Professional training to update, recycle or teach teams concerning labor and social security rules and procedures
- ✓ Review of labor, social security, and income tax calculations, by checking ancillary obligations, such as RAIS, DIRF, GFIP, among others
- ✓ Preparation of collective or individual compensatory time agreements

SCOPE OF SERVICES

Paralegal

- ✓ Filing of corporate article of incorporation at the Board of Trade and/or at Legal Registry Notary Office (“RCPJ”)
- ✓ Registration, amendment and cancellation at the regulatory agencies: Federal Revenue Office (CNPJ), Social Security (INSS), Caixa Econômica Federal (FGTS), Municipal Finance Department (Municipal Registration / Operating License), State Finance Department (State Registration - Regular and Substitute Taxpayer)
- ✓ Sanitary licensing, according to rules and obligations of each municipality
- ✓ Registration at professional councils, such as: CRC, CRA, CREA, CRM, OAB, Corecon, among others
- ✓ Registration of Service Providers from other Municipalities (CPOM/CEPOM)
- ✓ Obtainment and renewal of digital certificates in its various kinds
- ✓ Obtainment and regular maintenance of a variety of certificates
- ✓ RADAR system license process: RADAR stands for Registration and Tracking the Performance of Customs Interveners and consists of a mandatory registration for all companies wishing to carry out import or export activities.

Audit

Bacen (Brazilian Central Bank)

- ✓ Registration before SISBACEN (Central Bank Information System in which all financial information from Brazil is cataloged and centralized)
- ✓ RDE-IED (Foreign Direct Investment electronic registration) of contract amendments related to the company's usual operations
- ✓ RDE-ROF (Foreign Financial Operations registration) of foreign currency transactions related to the company's usual operations
- ✓ CBE (Brazilian Capital Abroad is a mandatory declaration for individuals or legal entities resident in Brazil who have assets against non-residents in the total amount equal to or greater than US 100 thousand dollars): record and registration processing
- ✓ Census - Annual and Five-Year Census of Foreign Capital in the Country: record and registration processing
- ✓ DEF - Economic and Financial Statement required for companies receiving foreign direct investment: record and registration processing

Inspection

Assistance and support to inspections at the federal, state, municipal, labor and social security levels and regulatory agencies (Anatel, Aneel, etc.), either through face-to-face service or by digital means indicated by the inspection authority.

Assistance in the Systems Deployment

Technical assistance and validation of parameters and processes in the deployment of accounting, tax, labor and financial modules of ERP systems, including in-company training.

SCOPE OF SERVICES

Individuals

- ✓ Monthly calculation of "carnê-Leão" (mandatory payment of income tax that is levied on the income of individual who receives from another individual in country, or from abroad)
- ✓ Determination of tax on capital gain (Brazil and other countries)
- ✓ Control, calculation of income and calculation of taxes on operations in variable income (Stock Exchange in Brazil)
- ✓ Preparation of Annual Individual Income Tax Return
- ✓ Preparation of Definitive Country Exit Communication
- ✓ Preparation of Definitive Country Exit Statement
- ✓ Preparation of Deceased Final Assets Statement
- ✓ Preparation of Statement of Brazilian Capital Abroad before the Central Bank of Brazil
- ✓ Donation and inheritance tax calculation
- ✓ Offshore company financial statement preparation
- ✓ Expatriate consulting



New Business

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TOGETHER GOING BEYOND

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